



# **Head of Technology**

**Information Pack**  
**2026**



# Welcome

We're excited to open applications for a visionary **Head of Technology** to join our leadership team and shape the future of our digital landscape.

This is a unique opportunity for a strategic, forward-thinking technology leader to drive innovation and ensure Treloar's remains future-ready.

If you're passionate about delivering impactful technology solutions, and would like the chance to make a meaningful impact on the lives of young people with disabilities, we'd love to hear from you.

## About this pack

We've set out some information to help you understand what working at Treloar's is like, and why you will play such an important role in supporting our students.

This information can help you in completing your application and preparing for your interview.

We've split the information into sections, please have a read through before your interview, and do let us know if you have any questions.



# About Treloar's

Treloar's was founded in 1907 and over a hundred years later Treloar's has steadily grown and developed, becoming one of the country's leading providers of education, care, therapy, medical support and independence training for physically disabled young people.

Today we are a charity which provides a highly specialist school and college for disabled children and young adults with complex needs all under one roof in Alton.

Based in Hampshire, we are one of the UK's largest specialist education centres, supporting around 180 students, aged 4-25 years who come from across the UK. Students come to Treloar's because we have a highly-adaptive environment, and provide support that mainstream education centers can't, such as on-site health, specialist equipment, physio, occupational and speech and language therapy.

Every day we give young people the emotional, physical, clinical and educational support that their complex conditions require. And we'd love you to be part of this too.



"For me, Treloar's is a place where people like me are encouraged to reach their full potential and where they're allowed to be who they want to be. Furthermore, it's a place where we're respected, have fun and treated like family, both in and out of the classrooms and houses."

- Student Governor

[Life at Treloar's](#)

# Treloar's values and ethos

## Our mission

A world where physically disabled young people take control of their lives and achieve their aspirations.

## Our vision

To enable physically disabled young people to achieve their aspirations by:

- Providing personalised learning, therapy and care
- Supporting transition into adulthood
- Promoting independence and inclusion

## Our values

### Inclusion



We help everyone join in

### We are inclusive

Everyone – regardless of physical ability, where they live or their means – should have the opportunity to take part in life. We treat our beneficiaries with the same dignity as their non-disabled peers and work to remove barriers in their way.

Our students and beneficiaries are always at the centre of everything we do. Before we make decisions, we ask, "How will our students and beneficiaries benefit from this?"

### Integrity and respect



We are friendly and kind

### We act with integrity and respect

Physically disabled young people should be free to direct their own lives. We listen to young people's views and support them to make age-appropriate choices about their daily life and informed choices about their future.

We celebrate and promote diversity, value and support each other, and treat everyone with mutual respect. We support a culture of openness, honesty and transparency, where the safeguarding of our students and wellbeing of our staff is paramount.

### Excellence



We always try our best

### We strive for excellence

Physically disabled young people and their families deserve outstanding care and support. We work to make sure all our services are excellent and actively challenge each other to ensure continuous quality improvement.

We continually innovate to ensure that our beneficiaries receive the cutting-edge, excellent support they deserve.

We strive to ensure that our school and college develop and evolve with the needs and potential of our students, but we also want to take the message of inclusivity to a wider audience, sharing our expertise outside Treloar's for the benefit of more disabled people.

# **Job description: Head of Technology**

**Location:** Holybourne

**Responsible to:** The Finance and Resources Director

**Member of:** Leadership Team

**Main purpose of job:**

- Support and promote development of strategy for technology at Treloar's
- Monitor developments in technology and advise senior managers on deploying new technologies to support organisational ambitions, whilst ensuring that technology supports both students and staff
- Continue the development of a "secure by design" environment and embed a culture that prioritises cybersecurity among staff
- Lead the departmental annual planning and budgeting process for technology
- Define and refine the governance process for data and systems and ensure that the Trust is resilient to disruption
- Manage the Computer Systems and Business Systems teams
- Chair the technology group overseeing and co-ordinating the different technology disciplines

**Key tasks:**

- Develop and deliver a technology strategy aligned with the whole organisation.
- Provide outstanding leadership to the different technology teams, ensuring effective operation, training, and objective achievement.
- Ensure the successful operation, stability, security, and reliability of all IT systems and networks.
- Ensure contractual compliance where relevant; e.g., cyber essentials, DSPT, GDPR.
- Ensure all statutory returns are accurate and submitted in a timely fashion.
- Ensure that current and workable recovery plans are in place that ensure business continuity in the event of a cyber, or other serious incident.
- Participate in the termly Self-Assessment Reviews for the department.
- Ensure that technology at Treloar's is focussed on the needs of students, removing barriers to disability to support student progress in learning and independence.
- Oversee the development and continuous operation of key Business Support Systems.

# Job description: Head of Technology

## Key tasks:

- Ensure that Treloar's management information systems are sound and provide accurate and meaningful reports for all relevant stakeholders to support decision making.
- Promote a culture of collaboration, creativity and development within the Technology department, the wider Treloar's community and through fostering beneficial external partnerships.
- Provide timely support for the users of technology.
- Work with the training department to ensure that Treloar's staff have appropriate skills to use the technologies used by the organisation.
- Develop policies, procedures and best practice guidance for the efficient operation of Technology at Treloar's.
- Ensure that the various technology departments deliver value for money.
- Work closely with the Head of Assistive Technology, and other heads of departments, on projects that further the objectives of the charity.

## Other duties:

- To support the Trust in safeguarding and protecting the welfare of all students.
- To comply with policies and procedures relating to safeguarding, health and safety, equality and diversity, confidentiality and data protection, reporting concerns to an appropriate person.
- To maintain and develop own professional knowledge and awareness.
- To undertake any other such duties or general tasks and hours of work as may reasonably be required and any other responsibilities, which may from time to time, be delegated by your manager.
- A job description is not a rigid or inflexible document but acts to provide guidelines to the duties expected while in the post.
- This job description will be reviewed and amended in the light of changing professional demands.

Treloar Trust  
January 2026

# Person specification

ESSENTIAL	DESIRABLE
<b>Qualifications</b> <ul style="list-style-type: none"> <li>Education to degree standard or equivalent</li> <li>Relevant Professional Qualification</li> </ul>	<ul style="list-style-type: none"> <li>Management Qualification</li> </ul>
<b>Experience and knowledge</b> <ul style="list-style-type: none"> <li>Strong knowledge of safeguarding data, GDPR compliance, and secure access controls.</li> <li>Experience leading technology adoption and innovation</li> <li>Understanding of networking, cybersecurity principles and disaster recovery.</li> <li>Experience and expertise in the application of Information technology to Business Systems and Learning</li> <li>Experience of managing diverse technical teams</li> </ul>	<ul style="list-style-type: none"> <li>Familiarity with Student Information Systems, Care Systems and classroom technologies</li> </ul>
<b>Skills and abilities</b> <ul style="list-style-type: none"> <li>Ability to explain technical concepts to non-technical staff</li> <li>Managing resistance to change and ensuring smooth transitions during tech upgrades</li> <li>Anticipating future trends in EdTech and preparing the Trust accordingly.</li> <li>The communications skills required to present complex information to a wide variety of audiences including trustees, staff, managers and students</li> </ul>	
<b>Qualities</b> <ul style="list-style-type: none"> <li>Good organisational skills</li> <li>Ability to prioritise work load and multi task</li> <li>Able to work effectively under pressure</li> <li>A commitment to promoting and safeguarding the welfare of students</li> </ul>	

TRELOAR TRUST IS COMMITTED TO SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS

All successful candidates will be subject to a Criminal Records Bureau Check along with other relevant employment checks

BOTH THE JOB DESCRIPTION AND THE PERSON SPECIFICATION ARE SUBJECT TO THE TRUST'S EQUAL OPPORTUNITIES POLICY.

# Additional benefits and support

- **Pension Scheme:** The Trust operates a Group Personal Pension Scheme. The employee's contribution is flexible from 3.2% of basic salary up to the maximum allowed by the Inland Revenue. The employer will pay one and a half times the employee's contribution up to a maximum of 7.5% of basic salary. Teachers may join the Teachers Pension Scheme.
- **Independent Financial Advice:** available to those who join the Group Personal Pension Scheme.
- **Life Insurance:** free life insurance cover equal to 3x basic salary (excluding those in Teachers Pension Scheme who have life insurance provided as part of their pension arrangements).
- **HSF Health Cash Plan:** HSF health plan covers day to day health costs like dental & optical bills, as well as physiotherapy and chiropractor support. Also included within the plan is HSF Assist which provides unlimited access to a variety of assistance helplines and services such as GP Telephone Advice, Counselling service, legal helpline.
- **HSF Perkbox:** access to a large variety of discounts
- **Occupational Health Service**
- **Discounted Gym Membership:** at nominated gym club premises close to Treloar's.
- **Critical Illness:** one year's salary as a lump sum payment to those colleagues who have a critical illness recognised by the policy.
- **Generous Holiday**
- **Sabbatical Leave:** after 5 years' service, an employee may apply for a period of unpaid sabbatical leave to a maximum of 4 months. Some of the period must be spent on activities that have relevance to the candidate's work within the Trust.

## Training and development

We are committed to **developing** and **supporting** our colleagues throughout their career. Our training package is **extensive**. You will have **multiple** paid training opportunities during your time here and if you are interested in expanding your career, we are committed to **career progression**, with many progress pathways open to you.

# How to apply

**Role:** Head of Technology

**Hours:** Full-time 36.5 hours per week, permanent

**Salary:** £65,000 – £69,000 per annum (dependent on experience)

**Closing date:** Thursday 5 March at 12 pm

Please visit our website and complete the application form online and a letter of interest how you meet person specification

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested in the position, please submit your application as early as possible.

Treloar Trust is committed to safeguarding children, young people and vulnerable adults. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks.

We look forward to hearing from you and thank you for your time.